

Uva Wellassa University

The adoption of the following policy is recommended by the Senate Standing Committee on Quality Assurance and the Senate of Uva Wellassa University.

Policy Title: Policy on Instituting and Awarding Gold Medals, Awards and Cash Prizes at the General Convocation, Uva Wellassa University
Policy Number: UWU-P-023
Responsible Party/s: Vice-Chancellor, Deans, Registrar, Bursar, Faculty Board
Effective Date: 29.11.2024
Revised Date:

Contents

1. Overview	1
2. Purpose.....	1
3. Policy Statement.....	2
4. Guidelines for Medals, Awards and Cash Prizes for Best-Performing Students..	4
5. Responsibilities.....	6
6. Governance	6
7. Review	6

1. Overview

With its mission to be the center of excellence for value addition to the national resource base, by producing innovative intellectuals capable of taking challenges in the context of global development through the competencies developed from the academic programs, research, and training of a wide nature, Uva Wellassa University intends to set up this policy as a decision framework to select and honor its best performers at undergraduate/ postgraduates levels at the General Convocation, rewarding their achievements appropriately.

2. Purpose

Uva Wellassa University is dedicated to nurturing a supportive academic atmosphere and acknowledges the significance of outstanding achievements. The institution values the hard work, determination, bravery, enthusiasm, and dedication displayed by undergraduates/postgraduates in their pursuit of academic success. Consequently, the university endeavors to ensure that its top performers receive appropriate recognition by presenting them with Gold Medals, Awards and Cash Prizes upon completion of their academic programs. Furthermore, through the bestowal of these honor's, the university aims to motivate all undergraduates/postgraduates to strive for excellence in their academic endeavor's by setting ambitious objectives.

This document was approved by the 201st Meeting of the Council of Uva Wellassa University

3. Policy Statement

3.1. Endowment for Gold Medals, Awards and Cash Prizes

Uva Wellassa University has the authority to receive endowments from external sources. Medals, Awards and Cash Prizes are designated in honor of distinguished scholars who have made significant contributions to their respective academic fields. Respective Faculties in UWU are authorized to recommend these awards for presentation at the annual General Convocation, determining the selection criteria with approval from the Senate.

Establishment of Endowment:

- A proposal for establishing an endowment for Gold Medals, Awards and Cash Prizes should be submitted to the relevant Faculties/authorities or committees. The minimum deposit for an endowment fund for a gold medal shall be Rs 500,000 and A minimum of Rs. 50000.00 for a cash price.
- The proposal should include details such as the purpose of the endowment, criteria for awarding the medals, Awards/price, and any specific instructions regarding the use of funds.

Approval Process:

- The proposal shall be reviewed and approved by the Senate and Council of Uva Wellassa University.
- The approval process may involve assessing the feasibility of the endowment, ensuring alignment with the university's goals and policies, and evaluating the proposed criteria for awarding the medals, Awards and Cash Prizes.

Fund Allocation:

- Once approved, funds for the endowment shall be allocated according to the designated purpose and instructions outlined in the proposal.
- The allocated funds may be invested or managed by the university by the Bursar financial division to generate returns for sustaining the endowment over time.

Naming of Medals:

- The Gold Medal, Awards and Cash Prizes shall be named after distinguished individuals, donors, or benefactors who have contributed significantly to the university, relevant academic field or country.
- The naming process should follow the faculty policies and guidelines for honoring individuals and recognizing their contributions.

General Guidelines for Endowment of Gold Medals, Awards and Cash Prizes:

This document was approved by the 201st Meeting of the Council of Uva Wellassa University

Transparency:

- The process of establishing and managing endowments should be transparent and accountable, with clear documentation of all decisions and transactions.
- Stakeholders, including donors, faculty members, and students, should be kept informed about the purpose, progress, and impact of the endowment.

Sustainability:

- Endowments should be structured to ensure their long-term sustainability, with prudent financial management practices and strategies for preserving and growing the fund principal.
- Regular reviews and assessments of the endowment's performance and effectiveness should be conducted to identify areas for improvement and optimization.

Equity and Inclusion:

- Criteria for awarding Gold Medals, Awards and Cash Prizes should be inclusive and equitable, considering factors such as academic achievement, leadership qualities, and achievements in extra-curricular activities and contributions to the university community.
- Efforts should be made to promote diversity and representation in the selection process, reflecting the diverse backgrounds and experiences of undergraduates/graduates.

Recognition and Appreciation:

- Donors and benefactors contributing to the endowment should be acknowledged and appreciated through appropriate recognition ceremonies, events, or publications.
- Recipients of Gold Medal, Awards and Cash Prizes should also be recognized and celebrated for their outstanding achievements and contributions to academic extra-curricular excellence.

Compliance and Governance:

- All activities related to the endowment should comply with relevant laws, regulations, and university policies governing charitable donations, financial management, and academic honors.
- Oversight and governance of the endowment should be entrusted to responsible individuals or committees appointed by the university administration, ensuring adherence to established guidelines and standards.

3.2. Award of Medals, Awards and Cash Prizes

The University aims to recognize and honor the outstanding academic and extra-curricular

This document was approved by the 201st Meeting of the Council of Uva Wellassa University

achievements of graduating students by presenting them with appropriate medals, awards and Cash Prizes. Each Faculty has the responsibility to define the criteria for selecting top performers eligible for gold medals, awards and Cash Prizes, which must be endorsed by the Senate and the Council. Following the completion of their degree programs, faculties are required to identify the top achievers based on the approved criteria and award them with Gold Medals, awards, or Cash Prizes as per the established by-laws. Upon endorsement by the Faculty Boards, Senate, and Council, the list of selected awardees will be announced and honored at the subsequent General Convocation.

4. Guidelines for Medal, Awards and Cash Prizes for Best-Performing Students

4.1. Eligibility Criteria:

- Students eligible for consideration must have achieved outstanding academic extra-curricular performance throughout their academic program.
- Eligibility criteria may include minimum GPA requirements, academic honors, research extra-curricular achievements, and contributions to the university community.
- Each Faculty may develop its selection criteria for choosing suitable candidates and obtain approval for these criteria from the Senate.
- Each gold medal, award or cash prize must be distinct, with no overlap between major selection criteria. Criteria for each award should highlight specific achievements or qualities to ensure fairness and transparency in selection.
- When considering awards based on performance in a single subject area within a discipline, evaluations should encompass performances over multiple years rather than focusing solely on one semester. This approach provides a more comprehensive assessment of candidates' capabilities and achievements.
- In the case of medals for research presented at convocation, criteria for selection should reflect overall performance in research modules or represent at least 50% of undergraduate/postgraduate students in the batch. This ensures that recipients demonstrate exceptional dedication and achievement in research throughout their academic journey. Performance in the internship module may also be considered in a similar manner.

4.2. Number of Awards:

- The number of medals awards and cash prizes awarded is based on the availability of funds.
- The University Senate reserves the right to determine the number of medals, awards and cash prizes awarded each academic year.

4.3. Selection Process:

- The selection committee, appointed by the faculty, shall review eligible candidates' academic records and other achievements.
- The committee may consider recommendations from faculty members, Department Heads, and mentors.
- Final selection of recipients shall be based on academic excellence, leadership qualities, extracurricular involvement, and other relevant criteria.

4.4. Award Presentation:

- Medals, awards and cash prizes shall be presented to the recipients during the general

convocation.

- Recipients shall be notified in advance on the UWU website and invited to attend the ceremony to receive their award.
- A formal announcement of the recipients' names and achievements shall be made during the convocation proceedings.

4.5. Recognition and Benefits:

- Recipients of the medals, awards or cash prizes shall be recognized for their outstanding academic and extra-curricular achievements.
- In addition to the medal or cash prizes, recipients may receive certificates of recognition and other honors as deemed appropriate by the University Senate.
- The medal, award or cash prize serves as a symbol of academic excellence and may enhance recipients' career prospects and academic credentials.

4.6. Appeals Process:

- Candidates who believe they meet the eligibility criteria but were not selected for the gold medal, award/cash prizes may appeal the decision to the Grievance Committee appointed by the University Senate.
- Appeals must be submitted in writing, along with supporting documentation, within a specified timeframe determined by the University Senate.
- The Grievance Committee shall review the appeal and submit the final decision to the University Senate for its approval.
- The University Senate shall render a final decision on the matter.

4.7. Review and Revision:

- These guidelines shall be reviewed periodically by the University Senate to ensure they remain fair, transparent, and aligned with the university's mission and values.
- Any proposed revisions to the guidelines shall be subject to approval by the University Senate before implementation.

4.8. Ethical Considerations

The University is dedicated to upholding transparency and impartiality in all matters concerning the institution and the presentation of Gold Medals, Awards and Cash Prizes. It vehemently opposes any discrimination based on religion, ethnicity, gender, or any other unfair bias. Additionally, the University refrains from awarding medals, awards and Cash Prizes to graduates/postgraduates who are under disciplinary or legal investigation, or who have faced disciplinary action from the University or a court of law while enrolled as students.

4.9. Application of the Policy/ Scope

This policy applies to all undergraduate and postgraduate students of Uva Wellassa University. All academic and administrative staff members of the University are expected to act following this policy and the relevant bylaw that governs the procedures in this regard.

5. Responsibilities

The ultimate authority and responsibility for decision-making regarding this policy and its accompanying bylaws lie with the University's Senate and Council. These powers can be delegated to the faculties as outlined in the University Act [Part V Section 29(m)]. Individual Faculties must comply with the policy when establishing and awarding Gold Medals Awards and Cash Prizes. The Center for Quality Assurance is responsible for consistently reviewing and updating the policy and bylaws promptly.

6. Governance

This policy is governed by the By-law for the Institution and Award of Gold Medals, Awards and Cash Prizes at Uva Wellassa University. In implementing this policy, the University will adhere to the University Act No. 16 of 1978, as amended by the University (Amendment) Act No. 7 of 1985, and other pertinent legislation. The Senate's decision shall be conclusive in all matters concerning the above-mentioned awards

7. Review

Upon the advice, recommendation, or request of personnel or Faculty, the Center for Quality Assurance will periodically review this policy and update it as necessary to reflect changes in relevant legislation.

END